



USAID
FROM THE AMERICAN PEOPLE

SOUTH AFRICA

Annual Program Statement for USAID/South Africa's Education Strategic Objective no. 674-04-009

I. Purpose:

The purpose of this Annual Program Statement (APS) is to disseminate information about the USAID/South Africa program in education to ensure that interested parties will have a fair opportunity to submit applications for funding. This APS describes USAID/South Africa's strategic framework in education and explains the process and criteria for evaluating applications.

Issuance of this Annual Program Statement does not constitute an award commitment on the part of the U.S. Government, nor does it commit the US Government to pay for the costs incurred in the submission of a proposal. Further, the U.S. Government reserves the right to reject any or all applications received and to negotiate separately with an applicant if such an action is considered to be in the interest of the U.S. Government.

USAID/South Africa anticipates awarding assistance instruments (grants or cooperative agreements - herein referred to as grants) to applicants under this Annual Program Statement based on the quality of submissions and the amount of available funding in the Education Strategic Objective. Applications can be submitted at any time up to August 31, 2005. Applications will be reviewed quarterly up to the period ending September 2005. It is anticipated that grants will be funded for amounts between \$50,000 and \$500,000. Smaller grant programs will be considered. Because of limited funding levels, larger grant programs have less chance of being funded and will be considered only when funding is available.

II. Authority:

The Annual Program Statement is authorized in accordance with the Foreign Assistance Act of 1961, as amended, (FAA) Sections 621 and 635(b).

III. Education Strategic Objective:

USAID/South Africa is assisting both the South African government and numerous South African non-governmental organizations (NGOs) to increase access to quality education and training in South Africa. Considerable progress has been made within a relatively short period. However, further advances require the combined efforts of the South African government, the NGO community, and the private sector. USAID/South Africa desires to be supportive of this process.

USAID/South Africa's education sector objective is: "Increased Access to Quality Education and Training." The USAID/South Africa Technically Adjusted Education Strategy (September 10, 2003) can be found on the education page of the USAID/South Africa website (<http://www.sn.apc.org/usaidsa/furtherinfo2.html>.) Those organizations interested in responding to this APS are strongly encouraged to read this strategy, as it provides detailed information on the current focus of USAID's support for the education sector in South Africa.

USAID/South Africa, in consultation with the National Department of Education (NDOE), has chosen to take a systemic approach to improving the education system in South Africa by identifying the following areas for action:

- 1. Improved capacity to develop and implement learner-centered curriculum at the basic, secondary, and tertiary levels.**
- 2. Improved quality of teaching through a strong emphasis on teacher education and classroom monitoring, to ensure that critical instructional techniques demonstrated in the teacher training process are implemented in the school setting.**
- 3. Improved management and governance of educational institutions with an emphasis on governance structures at the primary education level and limited interventions at the tertiary level.**
- 4. Reduced negative impact of HIV/AIDS on teachers and learners.**

USAID/South Africa's objectives in education are largely achieved through the implementation of jointly identified activities with the South African Department of Education. However, USAID/South Africa may award a select number of direct grants to other organizations for support under this APS process. The number and amount of grants awarded will be based on the quality of submissions received as well as availability of funding. Grants will be awarded to applications that respond in a creative fashion to a strategic objective goal (as stated above) or to an area not otherwise being addressed.

Potential offerors are strongly encouraged to think innovatively and creatively about ways to solicit financial resources, be it cash or in-kind, from organizations other than the US government. These might include, for example, US or South African private sector organizations or foundations. Offerors are encouraged to include such resources in the contributions listed in their proposals when possible. Public-private alliances are expected to bring together a coalition of organizations and individuals who will jointly define a problem, situation, and solution, thereby capitalizing on the combined knowledge, skills and expertise of all partners. Foundations, private companies, NGOs and other entities have become increasingly active in financing development efforts in Southern Africa and elsewhere, and they are often looking for synergies with other similar programs.

IV. Prequalification Competition:

The Education Team requests interested parties to adhere to the following guidelines:

USAID requests that all interested applicants submit an initial application of no more than 5 pages, in English with a font size of 12 only. All proposals should include (a) an executive summary of their program; and (b) the maximum amount of funding required in the first phase. Applications should not include the budget specifics, but only the total bottom line figures or amounts. If USAID determines that the proposed activities support the strategic objective, USAID will request the interested parties to submit a comprehensive proposal in line with the format described in the section below.

V. Final Proposal:

USAID will request parties identified during the prequalification competition level to submit proposals for the second phase. This phase will be at a more detailed competition level. Additional competition levels shall take place only when the second level does not adequately identify activities to be funded.

Proposals submitted during the second phase should be in the following format:

- Table of Contents listing all page numbers and attachments;
- Project Abstract not to exceed a one page description;
- Body of proposal describing the programs' strategic fit, technical approach and the organization's qualifications and past experience;
- Final proposals should not exceed 15 pages single spaced typed pages (excluding attachments). (Resumes of proposed staff may be submitted in the Attachments Section)
- Proposed outcomes and impact indicators; not to exceed 2 pages;
- Monitoring and Evaluation Plan; not to exceed 2 pages;
- Detailed budget; not to exceed 3 pages;
- Attachments (annexures) should be lettered e.g. Attachment A, and can include the resumes of key personnel, letters of support, letters from public entities, and other supporting documents.

VI. Administration of Awards:

The awards will be administered in accordance with the following USG regulations: For U.S. organizations, 22 CFR 226, OMB Circulars and the USAID Standard Provisions will be applicable; and for non-U.S. organizations, the Standard Provisions will apply. These documents are available on the USAID website - www.usaid.gov

VII. Evaluation of Applications/Proposals:

USAID/South Africa applies the following evaluation process and criteria to all submissions:

A. Evaluation Process

Applications received in response to this Annual Program Statement must address the following elements in order to be competitively reviewed:

1. *Technical Approach and Strategic Fit;*
2. *Educational and Organizational Effectiveness;*
3. *Extent to which the proposed activities address disadvantaged communities;*
"Disadvantaged communities" includes, youth, women and/or the girl child, with a particular emphasis placed on the promotion of women's leadership of and equality in program and organization structures.
4. *Sustainability;*
5. *Cost Effectiveness, including a detailed budget and evidence of a counterpart contribution.*

If all of this information is not contained in the application, but the application generally has merit (particularly in terms of technical approach and strategic fit), the applicant may be requested to re-submit the proposal in accordance with these requirements. Applications that comply with these requirements shall generally be evaluated on a quarterly basis. All applicants must be legally recognized entities under the laws of South Africa or other appropriate jurisdictions and authorized to operate in South Africa.

If USAID/South Africa approves the proposed activity, a letter will be sent to the applicant informing the organization that negotiations will begin in due course. Additional information may be required at this stage. Likewise, USAID/South Africa will inform unsuccessful applicants in writing, explaining briefly why the application was not selected for funding. Applicants are specifically advised that until a grant document is received, duly signed by a Grant or Agreement Officer, no program expenditures will be paid by USAID/South Africa.

B. Evaluation Criteria

Criteria used to evaluate applications shall include, at a minimum, the technical merits of the applications, cost effectiveness and cost realism of the application, and past performance of the applicant. Proposals received in response to this Annual Program Statement will be evaluated against the following selection criteria:

- Strategic Fit: The likelihood that the program for which funding is sought will make a significant contribution towards achieving the strategic objective and areas for action identified in Section III above. 10 Points
- Educational and Organizational Effectiveness: The ability of the organization to positively affect the access to quality of education in South Africa and to deliver educational services to its constituency. The application should demonstrate the organization's effectiveness in terms of internal structure and technical capacity in meeting its education goals. In addition, the organization must demonstrate adequate financial management capability. Financial management capability will be measured by a pre-award financial review. 15 Points

- Technical Approach: Viability of the proposed technical approach, i.e., the proposed technical approach can reasonably be expected to produce the intended outcomes. 15 Points
- Gender: Applications should include a statement outlining gender issues, indicating how the proposed activities will integrate and support disadvantaged gender groups and how progress and impact will be tracked, measured and reported. The technical approach in the application should describe participation and benefits for both males and females. 10 Points
- Disadvantaged Communities: The extent to which the organization addresses "disadvantaged communities" in South Africa is critical. In addition to rural areas, informal settlements, the unemployed, and the poverty-stricken, "disadvantaged communities" also includes HIV/AIDS-affected people, orphans, other vulnerable children, women and/or the girl-child, with particular emphasis placed on the promotion of women's leadership of and equality in program and organizational structures. 15 Points
- Past Performance: All applicants will be subject to a past performance review. Applicants must submit a list of all contracts, grants, or cooperative agreements involving similar or related programs over the past three years prior to receiving an award. Reference information shall include the location, current telephone numbers, points of contact, and award numbers if available. A brief description of work performed is also required. This information should be attached to the Final Proposal package. 10 points
- Sustainability: The likelihood that the programs being supported will continue beyond and without USAID funding should be addressed in detail. 10 Points
- Cost Effectiveness: The capability of the organization to reach the largest number of beneficiaries at lowest cost. 5 Points
- Cost Realism: The proposed activity costs should be realistic and match the objective and proposed benchmarks and nature of the activity. 5 Points
- Counterpart Contribution: The ability of the organization to contribute financially or in kind towards the activities of the grant agreement. 5 Points

TOTAL POINTS (100)

VII. Point of Contact

Please direct all queries and submissions to:

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USAID reserves the right to fund any or none of the applications submitted. USAID will not pay for any costs associated with preparation or submission of the application.